

The Summit School 2009 Benefit

June, 2009

Dear Parents,

I hope that you and your child had a successful year at Summit. If you are a new parent whose child will begin in the fall, I can assure you that your family is about to embark upon a life changing experience.

I am chairing Summit's 2009 Annual Benefit, which will take place at **Bridgewaters** at the South Street Seaport on **Monday, November 23rd, 2009**. My son Daniel is completing his 7th year at Summit and moving on to the Upper School in the fall. I have worked on the Benefit every year I have been a Summit parent, and I have chaired the event for the last six years. I am passionately devoted to the school because of what it has done for my child. Working on the Benefit is my way of giving something back.

The Benefit is always a highlight of the year and Summit's most important fund raising event. We offer silent and live auctions, raffles, entertainment, and the opportunity to see old friends and meet new parents. Despite difficult economic times, we raised an impressive amount last November. Our goal this year is to equal that sum. If we do so, we will complete the fundraising necessary to cover the cost of building the addition to the Upper School. We know it will take much effort, but with your help we are confident that we can achieve our goal.

This year we hope to create our strongest, most enthusiastic Benefit Committee ever. We are seeking energetic people with clever ideas who are willing to brainstorm as a group and follow through to obtain items and/or opportunities on which others would like to bid. If you join our Committee, I can promise you good food and a lot of laughs. B.J. Langer-Broas, an Upper School parent, has graciously agreed to be my Benefit Co-Chair for the 4th year. Wendy Lepper and Jane Iyer (both Lower School parents) have signed on as Auction Co-Chairs, which gives them primary responsibility for soliciting donations. Because fine dining is a passion of Summit parents, and our restaurant certificates are always hotly contested during the silent auction, we are looking for two people who will be the Restaurant Co-Chairs. Their job will be to write letters to some of the area's finest establishments asking for donations. We have been wildly successful with gift baskets

created with items donated by Upper and Lower School classes who are assigned specific themes. We are hoping two people will step up and take charge of that effort this year as our Gift Basket Co-Chairs. Any and all of you are welcome to join us, including those of you who will be new to Summit in September.

Whether you would like to be on the Committee or not, the key to our success is obtaining/donating items that would be of interest to others and potentially raise significant sums. Please think about what you could donate yourself, whether it is a special talent, such as teaching a cooking class, or buying a gift certificate to a hot new restaurant. Think about your family and friends who have interesting jobs or work in unusual fields. Can you ask any of them to donate something that would appeal to others? Can you or someone you know obtain a "once in a lifetime" opportunity? If you are a regular customer of a store or restaurant, or you visit the same hotel each summer, ask them to contribute. Most businesses are happy to do so as a way of thanking you for your loyalty to them.

I have included a wish list of the types of items we would like to have for the auction, a sample solicitation letter, Summit's tax exempt form (which some donors may ask to see), and a 2009 auction donation form, which I hope you will copy and use often. You can download additional forms from the school's web site, www.summitschoolqueens.com, including the sample solicitation letter, which you should feel free to personalize.

I have also enclosed letters describing two other ways in which we are asking you to participate. The first is by contributing to class funds with which the class representatives will buy restaurant gift certificates. (We can never have enough at our auction!) The second is by selling raffle tickets.

While the tasks entailed in putting together the Benefit may be difficult, at times tedious, it is worth it on the night of the event when I see the paddles raised, the silent items purchased, and the Summit families come together in support of their school. Please join me, in any way you can, to be a part of this unique and rewarding experience.

Enjoy your summer vacation.

With warmest regards,

Chaye Zuckerman Shapot

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2009 Annual Benefit Chair